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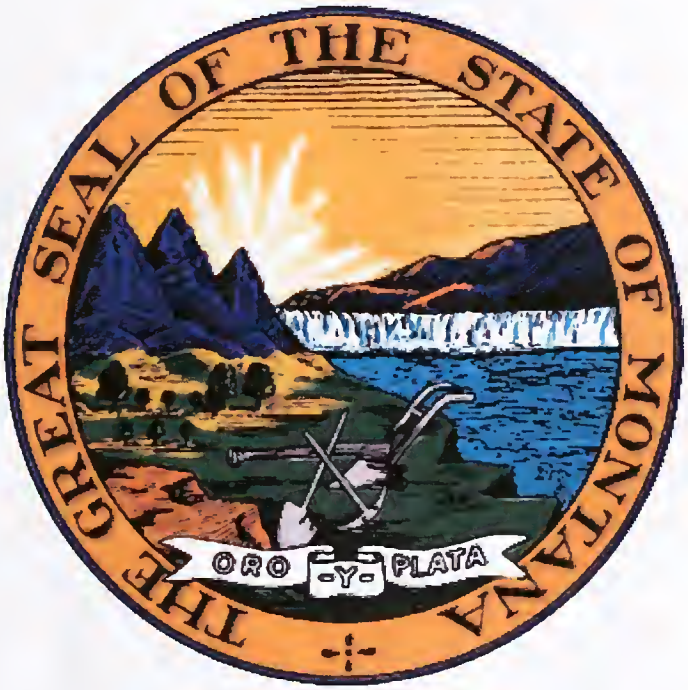

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NEWS LETTER

MONTANA

May 1996

State Occupational Information Coordinating Committee
Career Information System

MCIS Director Making Career Change

From Anne Wolfinger:

This June I am leaving the Montana Career Information System (MCIS) after eight years to explore some new career directions. Naturally, this has prompted me to reflect back on MCIS as it was in 1988 in comparison to what it has become now. What occurs to me is that I've always referred to MCIS as a system of comprehensive information components linked in cross-referencing. In fact, MCIS is much more than a software program. It is a system of users, staff, information providers, advisory council members, administrative agency staff, national staff and State Occupational Information Coordinating Committee (SOICC) members.

Back in 1988 we could boast of six sites using our "Micro-CIS" software. Today we have over 130 schools and agencies in all parts of the state using either Micro-CIS or our new "CIS for Windows" to provide their students and clients with the most current and comprehensive state and national career information available. And the growth continues for 1996-97 with several new sites like Billings West and Billings Senior High Schools.

Hats off to all of you who have subscribed, advised, housed, administered, publicized, funded, and supported MCIS. It has been my pleasure and privilege to work with you. Happy trails!

MONTANA
State Occupational Information
Coordinating Committee
Career Information System

P.O. Box 1728
Helena, MT 59624

New Fee Schedule For Fall of 96-97

MCIS announced in February a change in the fee schedule. The new fee schedule caps the top fee at $1,150 and provides special discounts for schools with enrollments under 200. Micro-SKILLS, our popular skills self-assessment program, will now be included in both CIS for Windows and Micro-CIS at no additional fee. These changes reflect the mission of MCIS to bring the power of up-to-date career planning information and the insights of the SKILLS program to many more Montanans in their career development process.

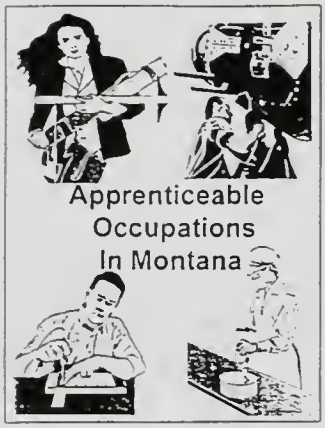
New Occupations Added

Over the past 10 years, new occupations have emerged and have become among some of the fastest growing occupations in the country. As part of our continuing effort to provide users with the most current information available on occupations we have added nine new occupations to our CIS software. The occupations we have added are:

- Actuaries
- Environmental Engineers
- Prepress Workers
- Utility Service Representatives
- Podiatrists
- Veterinary Technicians
- Pharmacy Technicians
- Rehabilitation Counselors
- Addiction Counselors

Please fill out the enclosed form to tell us your software needs for the up-coming year. You may mail, fax or call in your response. Our fax number is 406-444-2638 and our toll free number is 800-633-0229.

Taking Orders for New E-Books



Licensed Occupations in Montana and *Apprenticeable Occupations in Montana* are now available in e-book and printed formats. One of the advantages of using an e-book is that users can decide if they want to print the entire book, specific pages, or view it on the computer screen. With the hypertext links users can click on an item in the table of contents and it will automatically take them to the page they want.

We have also expanded the information. Both books now include current employment, wage and outlook information. The *Apprenticeable Occupations in Montana* book also has expanded licensing information for those occupations requiring licenses. In order to be able to use the new e-book format all you need is a computer with Windows installed on it. The disk will contain the Envoy program necessary to be able to use the book. Use the enclosed form to order your copies. There is a limited supply of printed books available. Orders will be filled on a first come, first served basis.

WINDOWS 95

Have you switched to Windows 95 since last Fall? If you have you may need to request an update of the CIS for Windows program. The Fall 95 release of CIS for Windows was not Windows 95 compliant and we advised users not to attempt to use that version under this new operating system. A Windows 95 compliant interim release became available in December at no charge. The Fall 96 release will be both Windows and Windows 95 compatible. If you plan to convert to Windows 95 before next September and want the upgrade diskettes, just give us a call at 800-633-0229.

LOCAL SCHOLARSHIPS

Have you noticed that in addition to more than 1,000 national scholarship sources, the CIS program includes scholarships available on a statewide or even local basis? At MCIS we continually research for new Montana specific scholarships, loans and grants. This year we have added several new local scholarships from the St. Ignatius and Plentywood areas. Now students at these schools will be able to learn about scholarships in their area without burdening their school counselor with individual requests. If you have local scholarships that you would like us to include in the CIS program, just give us a call and we'll explain how to go about providing the required information.

FALL TRAINING WORKSHOPS

As in the past, staff from MCIS will be conducting free onsite training for both the DOS and Windows versions of the CIS software. Last year more than 15 training sessions were held from Medicine Lake to Corvallis and nearly everywhere in between. The exact location of Fall '96 workshops will be announced when they are set in late August. We strive to provide this "hands-on" training within 100 miles of every site in Montana. We are always in need of training sites. In order to be selected as a training site you would need to be a current or new CIS site and have a computer lab with 10-20 PC's available for a 4-hour period. Workshop host sites benefit by being able to have a large number of local staff attend valuable training without the costs and hassles associated with travel. If you want to know more about the Fall '96 workshops or are interested in hosting a workshop, please call Scott Lockwood toll-free at 800-633-0229.

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